

# Career Centre fact sheet

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## Employment and training for migrants

Settling in Australia will open up a range of employment and training options, dependent on the conditions of your visa. To maximise your opportunities you may need to:

- assess your qualifications and skills against Australian standards;
- develop an understanding of Australian workplace standards, expectations and culture;
- identify avenues for securing local employment; and
- ensure that your English language skills are not a barrier to securing employment or undertaking training.

### Qualifications and training

The Overseas Qualifications Unit (OQU) assists individuals with recognition of their overseas qualifications and skills so that they can apply for studies or work in Western Australia. Go to [migration.wa.gov.au/services/overseas-qualification-unit](http://migration.wa.gov.au/services/overseas-qualification-unit) for more information.

For information on recognition of qualifications, trades, skills and experience visit:

- [australia.gov.au/information-and-services/education-and-training/qualifications-and-skills-recognition](http://australia.gov.au/information-and-services/education-and-training/qualifications-and-skills-recognition)
- [tradesrecognitionaustralia.gov.au/Programs](http://tradesrecognitionaustralia.gov.au/Programs)

If you are seeking to obtain an Australian vocational training qualification, the national training database [myskills.gov.au](http://myskills.gov.au) provides details of courses available and the training providers that have them in scope.

### Workplace expectations and standards

Cross-cultural differences in workplaces can sometimes be a bit of a surprise in your first Australian job. What is considered 'normal' may be different to what you have experienced previously in your home country. For example, the way people behave or interact with each other may seem unusual or different to what you are used to. If you have questions or are unsure about anything, speak to your manager or colleagues. Volunteering or gaining workplace experience may also help you to understand different cultures and workplaces.

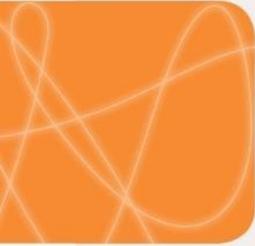
Additionally, it is important to learn about the minimum conditions of employment and entitlements that you can expect. Information for workers covered by:

- WA registered agreements – [wa.gov.au/information-about/jobs-economy/conditions-entitlements](http://wa.gov.au/information-about/jobs-economy/conditions-entitlements)
- Australian registered agreements – [employment.gov.au/australias-national-workplace-relations-system](http://employment.gov.au/australias-national-workplace-relations-system)

### Finding work

The Career Centre [Job Search Guide](#) is available online and provides some practical information and tips to help you find work.





## Employment program for migrants

'A Global Workforce' is an employment program designed to equip migrants who are already living in Western Australia with job search skills and the knowledge and capacity to find employment or work experience.

For more information, contact [RVerma@communicare.org.au](mailto:RVerma@communicare.org.au).

Not all jobs are advertised in the newspapers or online. To increase your chances of hearing about vacancies:

- **Volunteer** – volunteering can be a fantastic way to develop practical workplace skills, expand your networks and make a contribution to the community. To view opportunities visit Volunteering WA at [volunteeringwa.org.au](http://volunteeringwa.org.au).
- **Network** – networking is a way of identifying possible job leads by expanding your circle of contacts. You may achieve this by tapping into new professional networks through [social media](#) and the professional association most relevant to your area of expertise.
- **Stay informed** – keep up to date with current affairs in the business world. Companies that are expanding their operations are likely to need more people. Use the internet to search business directories for the names of employers in the locations and industries you are most interested in, then approach them directly to see what sort of work opportunities may be available now or in the near future.

## English language competency

International English Language Testing System (IELTS) measures a person's ability to communicate in English across all four language skills – listening, reading, writing and speaking. Some employers may expect you to provide this as evidence of your language competency if English is not your first language. For further information:

- IELTS Australia Perth – [idp.com/ielts.aspx](http://idp.com/ielts.aspx)
- Perth Institute of Business and Technology – [pibt.wa.edu.au](http://pibt.wa.edu.au)

Free English classes are provided under the Adult Migrant English Program (AMEP), a national settlement program for new migrants, people from culturally and linguistically diverse backgrounds, and humanitarian entrants. AMEP provides up to 510 hours of English language tuition. For some visa subclasses such as humanitarian visas, clients may be eligible for an extra 200 or 400 hours on top of the 510 hours. Conditions apply. For further information visit the AMEP website at [education.gov.au/amep](http://education.gov.au/amep).

If you are not confident with reading, writing and maths or are from a non-English-speaking background, the Skills for Education and Employment program provides language, literacy and numeracy training to job seekers who find it hard to get work. You can get up to 800 hours of free accredited training. Job seekers are referred to the program by the Department of Human Services and Employment Service Providers, including the Remote Jobs and Communities Program. Further information is available at [education.gov.au/skills-education-and-employment](http://education.gov.au/skills-education-and-employment) or by contacting Centrelink on 13 28 50.

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